

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, D/GP

DATE: 15 May 1958

FROM : SA to Ch/G/RR

SUBJECT: Trip Report - [REDACTED]

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1. Attached trip report is returned for correction and textual recasting as indicated below:

Para. I - typographical error.

Para. II - "physiologically" should be "physiographically".

Para. II, 1 - "This official" is not good form. Either use "I", "this officer", or "the undersigned". (see also, para. II, 3).

Para. III - Such complaint should not be made unless the reporting officer is sure of his ground. The DD/I presumes (necessarily) that anything brought to his attention is staffed out. If this isn't, or if Central Processing can put up a good case for its procedure, then the complaint should be deleted. There are other means by which such matters can be pressed.

Para. IV - This is not an Agency commitment to do something. It is merely a convenience arranged for the Agency. Suggest "none" be shown under "IV, Commitments".

2. The report will be forwarded to the DD/I upon receipt of its revised form.

[REDACTED]  
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